

**TOWN OF SHEFFIELD
FINANCE COMMITTEE
APRIL 28, 2016
TOWN HALL-UPSTAIRS MEETING ROOM
6:30 PM**

Committee Members Present: Colin Smith, Chairman
David J. Steindler, Vice Chairman
John James
David Macy
Julie Hannum

Others Present: David A. Smith, Jr., Board of Selectmen
Andrew G. Petersen, Board of Selectmen
Rhonda LaBombard, Town Administrator
Michael Ovitt, Treasurer/Collector
Patrice Squillante, Melanson and Heath

Chairman Smith called the meeting to order at 6:30 pm.

Auditor Patrice Squillante from Melanson and Heath was present to review the Audit Report and Management Letter.

Discussion ensued regarding the Tax Title account balance, which is high, the Berkshire School Solar personal property taxes, the balance sheet and the stabilization funds.

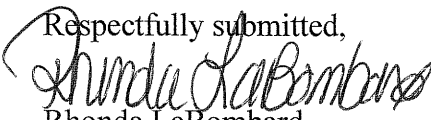
Ms. Squillante continued with the Management Letter. She noted that some of the electronic files many duplications and stated that the auditors could help reduce some of these duplications. redundencies with electronic files. Discussion continued regarding receipts, Accountant hours, payroll, reimbursement procedures, bank accounts, clean energy grant funds, and other management recommendations.

Administrator LaBombard discussed Article 3 on the Annual Town Meeting Warrant. The funds are scheduled to come from warrant articles from prior years that have left over funds. David Macy moved to recommend Article 3, seconded by John James. The motion carried unanimously.

Julie Hannum moved to adjourn the meeting, seconded by David Macy. The motion carried unanimously.

Chairman Smith adjourned the meeting at 7:30 pm.

Respectfully submitted,


Rhonda LaBombard
Town Administrator

Documents reviewed at this meeting:
Annual Town Meeting Warrant
Audit Report
Management Letter